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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

16 October 1957

Deputy Director (Support)
Assistant Deputy Director (Support)
General Counsel
Inspector
Director of Communications
Director of Logistics
Director of Personnel
Director of Security
Director of Training
Chief, Audit Staff
Chief, Commercial Staff
Chief, Management Staff
Chief, Medical Staff
Special Support Assistant to the DD/S
Special Planning Assistant to the DD/S
Assistant for Administration, DD/I
Legislative Counsel

*Subject by circulated will be filed -
meetings*

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MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

16 October 1957

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1. [] Office of Current Intelligence, gave a briefing covering information on the artificial earth satellite, the Soviet political capitalization on this technological first and the reactions of other countries, difficulties in Soviet economic planning, the recent riots and demonstrations by students in Poland, the French Cabinet crisis and the Middle East situation particularly with regard to Syria.

2. Colonel White noted that in a few cases payroll deductions were effected because some personnel were unable to refund the unexpended balances of their advances. Approving Officers have an obligation to review carefully requests for advances to insure that amounts authorized are not excessive in relation to anticipated expenditures.

3. The Personnel Statistics Report reveals that in a number of DD/S components the on-duty strength is in excess of the authorized ceiling. Colonel White requested that those Office and Staff Chiefs provide him with effective plans as to how they will reduce their on-duty strength to ceiling.

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4. The [] is no longer a part of the Management Staff. Effective 14 October 1957 this activity will be an integral part of the Office of the Deputy Director (Support). Correspondence to this unit should be addressed to the Deputy Director (Support).

5. Contributions to the United Givers Fund have been coming in very slowly. Each Office and Staff Chief should see that this campaign is given greater emphasis in their components, and that all employees should be urged to get their contributions in promptly. Our objective should be to reach established quotas as soon after this payday as possible.

6. Our college recruiters will be in Washington next week, and since a luncheon and meeting will be held with them next Wednesday, there will be no DD/S Staff luncheon or meeting on 23 October 1957.

7. At the Deputies' Meeting it was decided not to go any further in the program for Asiatic Flu inoculations for Headquarters personnel. The outstanding order for additional serum will be cancelled by the Office of Logistics. The Office of Logistics and the Medical Staff are commended for their accomplishments in this program.

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8. Mr. Houston announced that a survey is being made to determine if a lawyer should make a trip abroad for personal income tax assistance. Colonel White pointed out that if a Notice is required, we should get it out early this year.

9. The meeting adjourned at 1210 hours.

2

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